

ARTICLE VI – SALARIES

- A. When the District has been unable to acquire the services of a paid substitute and/or the District determines that it is necessary to assign a regular middle, junior high or comprehensive high school teacher to teach for 45 minutes or more during the non-teaching period, or when increments of at least 15 minutes have been accumulated to equal the length of one class period, the teacher shall elect one of the following options:
1. To be compensated at the rate of 1/5 of .0041 of Column A, Step 1 of the Teachers' Salary Schedule each assigned period taught;
 2. To be released from duty during his/her non-teaching time for an equal amount of compensatory time;
 3. To substitute the compensatory time for assigned supervisory time;
 4. To receive no compensation for the assigned time.

The option concerning pay or compensatory time must be determined at the time the teacher receives notice of the assignment. Such determination is non-revocable. Should a teacher elect the option of compensatory time and fail to utilize such compensatory time within the school year, the compensatory time shall be deemed to have been lost. Under no circumstances will pay be due if not elected initially.

- B. When the District has been unable to acquire the services of a paid substitute to serve in place of an elementary self-contained (K-8) classroom teacher or the District determines that it is necessary to assign any number of the absent teacher's class members to another teacher, the receiving teacher shall elect either to be compensated for each student assigned for a full or half school day or he/she may elect to receive no financial remuneration. The rate of compensation for a full day is to be determined by dividing .0041 of Column A, Step 1 of the Teachers' Salary Schedule by 30.

When the District has been unable to acquire the services of a paid substitute to serve in place of a North Park High School teacher who is reported as absent and the District determines that it is necessary to assign any number of the absent teacher's class members to another teacher, the receiving teacher shall elect either to be compensated for each student assigned for a full or half school day or he/she may elect to receive no financial remuneration. The rate of compensation per class period is to be determined by dividing .0041 of Column A, Step 1 of the Teachers' Salary Schedule by 30 and dividing that sum by seven.

- C. The above provisions are not applicable to unit members other than regular classroom teachers.
- D. The District shall pay the financial compensation provided in A and B above at the end of each pay period, provided the appropriate time sheet is submitted by the 15th of that payroll period.
- E. Step advancement and qualification for an anniversary increment shall be contingent upon the unit member having taught 75% or more of the days during the preceding school year.
- F. For purposes of determining whether an employee had taught 75% or more of the days in a school year, all authorized paid leaves except illness differential pay will be counted as days worked.
- G. Consistent with Board Policy, the District accepts university semester units for credit toward column movement on the salary schedule twice a year; prior to November 1 and again prior to April 1. Semester units must be obtained from a university or college accredited by an organization recognized by the Council of Postsecondary Accreditation.

Column movement on the salary schedule will occur after the unit member has submitted to the Human Resources Office his/her official university transcripts in a sealed envelope. The bargaining unit member is solely responsible for the submission of any and all units to be considered for salary schedule movement.

In order to effect a salary change for September 1, coursework must be completed by September 1 and official transcripts submitted to the Human Resources Office before November 1. To effect a salary change for February 1, coursework must be completed by February 1 and submitted to the Human Resources Office by April 1.

- H. The Extra Duty and Miscellaneous Pay Schedule shall be set forth in Appendix A. It is agreed and understood that in those cases where an employee paid on the Extra Duty and Miscellaneous Pay Schedule is determined by the District to be performing in an unsatisfactory manner, he/she may be terminated at any time during the season or year and paid in a pro-rata manner for the time spent.
- I. Maximum of 50% of the units referred to in Salary Schedules B, C, D, and E may be obtained through participation in district workshops which have been set, approved, and designated by the Superintendent for salary schedule purposes.

For purposes of computing credit for district workshops, the following shall apply:

- 16 hours = one credit
- 12 hours = three-fourths credit
- 8 hours = one-half credit
- 4 hours = one-fourth credit

All credit given for participation in district workshops shall be in no less than one-fourth semester unit. Credit shall only be granted for full attendance at any workshop. Attendees must meet criteria for workshop attendance. Attendance stipends and salary credit cannot both be obtained for the same workshop.

- J. A bilingual stipend as shown in Appendix B shall be effective on a pro-rated basis after verification of appropriate credential from the Commission on Teacher Credentialing.
- K. In those instances where the District determines that it is to its advantage to offer training during the summer, unit members' compensation shall be paid at a daily rate determined by multiplying .00374 times the salary of Column A, Step 1 of the Teachers' Salary Schedule in effect the preceding September. If it is deemed necessary or appropriate by the District to provide compensation on an hourly basis, the hourly amount shall be determined by dividing the daily rate determined above by eight (8).
- L. The regular K-12 Teachers' Salary Schedule shall be as set forth in Appendix C, which is attached hereto.
- M. On or before February 1st of each school year, the Association shall survey the Teachers' Maximum Salaries in effect in all unified school districts in Los Angeles County. The teacher maximum is the last step where there is an annual salary step increment at the 60 unit including M.A. column. The effective salaries on January 1st shall determine Q3 provided at least fifteen (15) unified school districts have a negotiated settlement applicable to that school year and are not subject to further negotiated increases for that year. If fifteen districts have not settled by January 1st of that year, the Association shall make its Q3 determination when fifteen unified school districts have done so.

The District and Association shall gather supporting documentation to determine if a Q3 salary adjustment is necessary. They will jointly confirm the data and resolve the issue by mutual consent.

If the District Salary Schedule at E-12 is less than the determined Q3, the Salary Schedule shall be adjusted upward by the percentage difference, retroactive to September 1st of that school year.

- N. The calendar will be extended by one day for each mandatory professional staff development day. For each mandatory day the certificated salary schedule shall be increased by .5% effective July 1 of the commencing year. The .5% increase for each mandatory day of service shall be contingent upon the District receiving adequate funding each year for these staff development days. (On July 1, 1999, .5% was added to the salary schedule. An additional .5% was added to the salary schedule July 1, 2000.)
- O. In the event that the District determines that enrollment and staffing require an additional period of instructional service, a unit member may volunteer to extend his/her workday by the equivalent of one period. The unit member will receive a stipend of one-sixth per diem of his/her current salary placement. Availability of positions will be determined on a semester/trimester basis based on District determined needs. There is no guarantee that the assignment will continue beyond current assignment of need. Assignment of this position will follow assignment-reassignment as delineated in Article XI of this Agreement.
- P. Salary will be reviewed annually.